Michigan Deptartment of Treasury 496 (2-04) Auditing Procedures Report

Issued under P.A. 2 of Local Government Ty	1988, a	ocedures Re	Local Governm	ent Name		Count	· · · · · · · · · · · · · · · · · · ·
City 7		VillageOthe		TOWNSHIP			NAC
Audit Date 3/31/05		Opinion Date 7/10/05		Date Accountant Report Sub 7/12/05	mitted to State:		
accordance with	the S	tatements of the Gove	ernmental Accor	government and render unting Standards Board ent in Michigan by the Mi	(GASB) and t	he <i>Uniform</i>	Reporting Format for
We affirm that:							
We have com	plied	with the <i>Bulletin for the</i>	Audits of Local (Units of Government in N	fichigan as revis	ed.	
2. We are certific	ed pui	olic accountants registe	red to practice in	Michigan.			
We further affirm t comments and rec			s have been disc	closed in the financial sta	itements, includ	ing the notes	s, or in the report of
You must check th	е арр	licable box for each iten	n below.				
Yes 🗸 No	1.	Certain component un	its/funds/agencie	es of the local unit are ex	cluded from the	financial st	atements.
Yes 🗸 No	2.	There are accumulate 275 of 1980).	d deficits in one	e or more of this unit's c	inreserved fund	balances/re	tained earnings (P.A
Yes ✓ No	3.	There are instances of amended).	of non-complian	ce with the Uniform Ac	counting and B	udgeting Ac	! (P.A. 2 of 1968, a
Yes 🗸 No	4.			itions of either an order rthe Emergency Municip		the Municip	al Finance Act or it
Yes ↓ No	5.			ents which do not comp of 1982, as amended [M		requiremer	its. (P.A. 20 of 1943
Yes ✓ No	6.	The local unit has been	n delinquent in d	istributing tax revenues t	hat were collect	ed for anothe	er taxing unit.
Yes 🔽 No	7.	pension benefits (norn	naf costs) in the	itutional requirement (Al current year, If the plar requirement, no contribut	n is more than 1	00% funded	and the overfunding
Yes 🗸 No	8.	The local unit uses or (MCL 129.241).	redit cards and	has not adopted an ap	plicable policy a	as required	by P.A. 266 of 1995
Yes 🔽 No	9.	The local unit has not a	adopted an inves	stment policy as required	by P.A. 196 of	1997 (MCL 1	29.95).
We have enclose	d the	following:			Enclosed	To Be Forward	
		and recommendations.			✓		- requires
Reports on individ	lual fe	deral financial assistan	ce programs (pro	ogram audits).	· · · · · · · · · · · · · · · · · · ·		√
Single Audit Repo	rts (A	SLGU).					✓
Certified Public Account			· · ·				
Street Address 438 LAKE STR			•••	City TAWAS CI	TY	State MI	ZIP 48763
Accountant Signature	/	100 BC03,CA				Date 7/12/05	

FINANCIAL STATEMENTS AND SUPPLEMENTAL INFORMATION With Auditor's Report

Year Ended March 31, 2005

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Kenneth B. Cook, CPA, PC

Certified Public Accountant

438 Lake Street, P.O. Box 127 Tawas City, M1 48764 Phone: (989) 362-4412 Fax: (989) 362-5171



July 10, 2005

Members of the Township Board Township of Whitney Arenac County, Michigan

I have audited the accompanying financial statements of the Township of Whitney, Arenac County, Michigan, as of and for the year ended March 31, 2005, as listed in the table of contents. These financial statements are the responsibility of the Township's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with generally accepted auditing standards. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Township of Whitney, Arenac County, as of March 31, 2005 and the results of operations and the changes in financial position of its proprietary fund types for the year then ended, in conformity with generally accepted accounting principles.

Kenneth B. Cook, CPA, PC

Certified Public Accountant

Combined Balance Sheet - All Fund Types March 31, 2005

	Governmental Fund Types		Proprietary Fund Types	
		Special		
	General	Revenue	Enterprise	
Assets				
Cash - Checking & Savings	\$164,963	\$312,716	\$140,567	
Cash - Certificates & Time Deposits	42,780	-	263,424	
Accounts Receivable	· -	_	4,233	
Special Assessments Receivable	19,019	-	36,803	
Delinquent Taxes Receivable	6,657	9,872	· -	
Due from Other Funds	4,416	, -	_	
Land	, <u>-</u>	_	-	
Buildings	-	_	-	
Equipment and Furniture	-	-	2,352	
Amount to be provided for Capital Lease			,	
Lease Obligation		_	_	
Total Assets	\$237,834	\$322,588	S447,379	
Liabilities & Fund Equity				
Liabilities:				
Accounts Payable	\$3,206	\$236	\$944	
Obligations Under Capital Lease	-	-	-	
Due to Individuals	-	8,965	-	
Due to Other Funds	-	732	-	
Total Liabilities	3,206	9,933	944	
Fund Equity:				
Contributed Capital	-	-	361,330	
Investment in General Fixed Assets	-	-	-	
Retained Earnings				
Unreserved	-	-	85,105	
Fund Balance				
Unreserved	234,628	312,655	<u>.</u>	
Total Fund Equity	234,628	312,655	446,435	
Total Liabilities & Fund Equity	\$237,834	\$322,588	\$447,379	

Fiduciary Fund			
Types	Gro		
	General	General	Totals
	Fixed	Long-Term	(Memorandum
Agency	Assets	Debt	Only)
	•		
\$3,684	-	-	\$621,930
-	-	-	306,204
-	_	_	4,233
-	-	-	55,822
-	_	-	16,529
-	_	-	4,416
-	32,208	-	32,208
-	234,779	-	234,779
-	365,871	-	368,223
_	_	27,000	27,000
53,684	S632,858	\$27,000	S1,671,343
_	_	_	\$4,386
-	-	27,000	27,000
-	-	-	8,965
3,684	-	-	4,416
3,684	0	27,000	44,767
-	-	-	361,330
-	593,797	-	593,797
-	-	-	85,105
-		-	547,283
0	593,797	0	1,587,515

\$593,797

\$27,000

\$1,632,282

\$3,684

<u>Combined Statement of Revenue, Expenditures and Changes in</u> <u>Fund Balance - All Governmental Fund Types</u>

For the Year Ended March 31, 2005

	Governmental Fund Types		
	General	Special Revenue	Totals (Memorandum Only)
Revenues:		· -	
Taxes	\$102,159	\$164,709	S266,868
Licenses & Permits	-	10,912	10,912
State Shared Revenue	68,090	-	68,090
Charges for Services	12,267	472	12,739
Interest on Investments	1,175	1,173	2,348
Interest on Assessments	657	-	657
Rents	6,155	-	6,155
Total Revenues	190,503	177,266	367,769
Expenditures:			
Township Board	30,359	-	30,359
Supervisor	10,532	-	10,532
Elections	3,003	-	3,003
General Services Administration:			
Assessor	15,326	-	15,326
Clerk	12,999	-	12,999
Board of Review	1,035	-	1,035
Treasurer	13,486	-	13,486
Building & Grounds	9,737	-	9,737
Liquor Law Enforcement	420	-	420
Fire Protection	-	17,891	17,891
Highways, Streets & Bridges	1,941	-	1,941
Drains	3,415	-	3,415
Street Lighting	5,356	-	5,356
Planning & Zoning	7,911	-	7,911
Conservation of Natural Resources	-	927	927
Building Inspection	-	9,946	9,946
Cemetery & Landfill	39,000	-	39,000
Library	1,960	-	1,960
Capital Outlay	350	38,711	39,061
Total Expenditures	156,830	67,475	224,305
Excess of Revenues Over (Under) Expenditures	33,673	109,791	143,464
Other Financing Sources (Uses):			
Operating Transfers In (Out)	732	(732)	0
Debt Retirement	(29,200)	_	(29,200)
Excess of Revenues and Other Sources			
Over (Under) Expenditures and Other Uses	5,205	109,059	114,264
Fund Balance, April 1, 2004	229,423	203,596	433,019
Fund Balance, March 31, 2005	\$234,628	S312,655	S547,283

Combined Statement of Revenue, Expenditures and Changes in Fund Balance Budget and Actual - All Governmental Fund Types For the Year Ended March 31, 2005

	•	General Fund	
			Variance
			Favorable
	Budget	Actual	(Unfavorable)
Revenues:			
Taxes	S90,100	\$102,159	S12,059
Licenses & Permits	-	-	-
State Shared Revenue	67,000	68,090	1,090
Charges for Services	6,909	12,267	5,358
Interest on Investments	100	1,175	1,075
Interest on Assessments	-	657	657
Rents	6,000	6,155	155_
Total Revenues	170,109	190,503	20,394
Expenditures:			
Township Board	33,580	30,359	3,221
Supervisor	11,176	10,532	644
Elections	3,700	3,003	697
General Services Administration:			
Assessor	16,200	15,326	874
Clerk	13,610	12,999	611
Board of Review	1,400	1,035	365
Treasurer	13,992	13,486	506
Building & Grounds	11,475	9,737	1,738
Liquor Law Enforcement	470	420	50
Fire Protection	-	-	-
Highways, Streets & Bridges	2,000	1,941	59
Drains	5,000	3,415	1,585
Street Lighting	6,000	5,356	644
Planning & Zoning	8,200	7,911	289
Conservation of Natural Resources	-	-	-
Building Inspection	-	-	-
Cemetery & Landfill	39,000	39,000	0
Library	2,100	1,960	140
Capital Outlay	3,000	350	2,650
Total Expenditures	170,903	156,830	14,073
Excess of Revenues Over (Under) Expenditures	(794)	33,673	34,467
Other Financing Sources (Uses):			
Operating Transfers In (Out)	732	732	0
Debt Retirement	(29,200)	(29,200)	0
Excess of Revenues and Other Sources	(==;===)		
Over (Under) Expenditures and Other Uses	(29,262)	5,205	34,467
Fund Balance, April 1, 2004	229,423	229,423	0
Fund Balance, March 31, 2005	\$200,161	\$234,628	S34,467

Special Revenue Funds		Totals (Memorandum Only)			
		Variance			Variance
		Favorable			Favorable
Budget	Actual	(Unfavorable)	Budget	Actual	(Unfavorable)
\$49,700	\$164,709	\$115,009	\$139,800	\$266,868	\$127,068
6,300	10,912	4,612	6,300	10,912	4,612
· -	-	•	67,000	68,090	1,090
_	472	472	6,909	12,739	5,830
65	1,173	1,108	165	2,348	2,183
-	-	· <u>-</u>	0	657	657
-	-	0	6,000	6,155	155
56,065	177,266	121,201	226,174	367,769	141,595
-	<i>-</i>	_	33,580	30,359	3,221
_	_	_	11,176	10,532	644
-	_	-	3,700	3,003	697
•	-	-	16,200	15,326	874
-	-	-	13,610	12,999	611
-	-	<u>.</u>	1,400	1,035	365
-	_	-	13,992	13,486	506
-	-	-	11,475	9,737	1,738
-	-	-	470	420	50
64,100	17,891	46,209	64,100	17,891	46,209
-	-	-	2,000	1,941	59
-	_	-	5,000	3,415	1,585
•	-	-	6,000	5,356	644
-	_	-	8,200	7,911	289
500	927	(427)	500	927	(427)
10,500	9,946	554	10,500	9,946	554
-		-	39,000	39,000	0
-	-	-	2,100	1,960	140
40,000	38,711	1,289	43,000	39,061	3,939
115,100	67,475	47,625	286,003	224,305	61,700
(59,035)	109,791	168,826	(59,829)	143,464	203,293
(732)	(732)	0	0	0	0
-	- · · · · · · · · · · · · · · · · · · ·		(29,200)	(29,200)	0
(59,767)	109,059	168,826	(89,029)	114,264	203,293
203,596	203,596	0	433,019	433,019	0
\$143,829	\$312,655	\$168,826	\$343,990	\$547,283	\$203,293
<u> </u>	5512,055	\$100,0 <u>20</u>	Ψυ.υ,υ,υ	. 55 . 7,205	

Combined Statement of Revenue, Expenses and Changes in Retained Earnings - Budget and Actual - All Proprietary Fund Types For the Year Ended March 31, 2004

		Water Fund	
_	Budget	Actual	Variance Favorable (Unfavorable)
Operating Revenues:	#1 = 1.500	***	0157
Water Charges	\$174,500	\$174,657	\$157
Charges for Services	1,400	1,770	(370)
Sale of Fixed Assets	<u> </u>		0
Total Operating Revenue	175,900	176,427	(213)
Operating Expenses:			
Purchase of Water and O&M	170,000	154,693	15,307
Salaries and Wages	6,800	5,680	1,120
Payroll Taxes & Employee Benefits	500	442	58
Supplies	10,500	8,789	1,711
Telephone	700	572	128
Contracted Services	1,000	1,000	0
Miscellaneous	11,284	10,305	979
Total Operating Expenses	200,784	181,481	19,303
Operating Income (Loss)	(24,884)	(5,054)	19,090
Non-Operating Revenues (Expenses):			
Interest on Investments	1,000	7,536	6,536
Total Non-Operating Revenues (Expenses)	1,000	7,536	6,536
Income Before Operating Transfers	(23,884)	2,482	26,366
Operating Transfers In (Out)	29,582	29,582	0
Net Income (Loss)	5,698	32,064	26,366
Retained Earnings, March 31, 2004	53,041	53,041	0
Retained Earnings, March 31, 2005	S58,739	\$85,105	S26,366
Contributed Capital, March 31, 2004 Other Financing Sources (Uses):		\$387,781	
Transfers In (Out) for Bond Redemption		(29,582)	
Interest Earned on Special Assessments		3,131	
Contributed Capital, March 31, 2005	-	\$361,330	
	=		

Combined Statement of Cash Flows All Proprietary Fund Types Year Ended March 31, 2005

	Proprietary Fund Type Enterprise Water Fund
Cash Flows from Operating Activities:	
Cash Received from Customers	\$185,220
Cash Paid to Suppliers and Employees	(180,629)
Interest Received on Investments	7,536
Purchase of Fixed Assets	-
Cash Received from Sale of Fixed Assets	-
Net Cash Provided (Used) by	
Operating Activities (Note 4)	12,127
Cash Flows from Non capital Financing Activities:	
Cash Received from Other Funds	-
Cash Received (Paid) from Grants	-
Cash Paid to Other Funds	
Net Cash Provided (Used) by	
Non Capital Financing Activities	0
Cash Flows from Capital and Related Financing Activities:	
Cash Received from Special Assessments	-
Interest Received on Special Assessments	3,131
Financing Activities:	
Cash purchase of Property, Plant & Equipment	-
Repayment of Bonds Payable	-
Repayment of Contracts Payable	-
Interest Paid On Long-Term Debt	<u>-</u>
Net Cash Provided (Used) by Capital and	
Related Financing Activities	3,131
Net Increase (Decrease) in Cash and Cash Equivalents	15,258
Cash and Cash Equivalents at Beginning of Year	388,733
Cash and Cash Equivalents at End of Year	\$403,991

Township of Whitney Arenac County, Michigan

Notes to Financial Statements March 31, 2005

Note 1 - Summary of Significant Accounting Policies

Description of Township Operations and Fund Types

Whitney Township operates under an elected Township Board (five members) and provides services to its more than 1,033 residents in many areas including fire protection, street lighting, refuse collection and improvement of local streets. In accordance with provisions of NCGA Statement 3, certain other governmental organizations are not considered to be part of the Township entity for financial reporting purposes. The criteria established by the NCGA for determining the various governmental organizations to be included in the reporting entity's financial statements include oversight responsibility, scope of public service, and special financing relationships. On this basis the financial statements of certain other governmental organizations listed below are not included in the financial statements of the Township.

Educational services are provided to citizens through the local school districts which are separate governmental entities and are not a part of this report. Water intake and treatment are provided to Whitney Township by contract with Sims-Whitney Utilities Authority which is a separate governmental entity and is not a part of this report. The Whitney Township Building Authority functions as a separate entity. The examination of the entity is reflected in a separate audit report. Cemetery and landfill operations are shared with Sims Township and are under the control of that governmental entity, therefore, are not a part of this report.

Basis of Presentation:

The financial activities of the Township are recorded in the fund described as follows:

Governmental Funds

General Fund

This fund is used to account for all the transactions not accounted for in another fund, including the general operating expenditures of the Township revenues which are primarily derived from property taxes and state distributions.

Special Revenue Funds

These funds (Fire Fund, Gypsy Moth Fund, Mosquito Control Fund & Building Inspection Fund) are used to account for specific governmental revenues (other than special assessments and major capital projects) requiring separate accounting because of legal, regulatory or administrative action.

Proprietary Fund

Enterprise Fund

This fund (Water Fund) reports operations that provide services which are financed primarily with user charges, or activities where periodic measurement of net income is appropriate for capital maintenance, public policy, management control or other purposes.

Fiduciary Fund

This fund (Property Tax Collection Fund) is used to account for assets held in an agency capacity for others.

Account Groups

General Fixed Asset Group of Accounts

This account group presents the fixed assets the local unit utilizes in its general operations (non-proprietary fixed assets).

General Long Term Debt Group of Accounts

This account group presents the balance of general obligation long-term debt of the Township.

Basis of Accounting

The financial statements have been prepared using the modified accrual basis of accounting. Revenues are recognized in the period they become available and measurable. Expenditures are recognized in the period they are incurred.

The financial statements of Proprietary Funds are reflected on the accrual basis of accounting.

<u>Inventories</u>

Inventories have not been recognized in the financial statements as materials and supplies are not material and have been expensed when purchased.

Property and Equipment

Property and equipment recorded in the Proprietary Fund has been stated at cost. Expenditures which significantly extended the useful life of existing assets are capitalized. Depreciation on property and equipment is computed using the straight-line method over the estimated useful lives of the assets.

Budgets

Significant governmental funds are under formal budgetary control. Budgets shown in the financial statements were prepared on a basis not significantly different from the modified accrual basis used to reflect the actual results of operations. The budget amounts reflected in the financial statements include any authorized amendments to the original budget.

Statement of Cash Flows

For purposes of the statement of cash flows, cash equivalents include time time deposits and certificates of deposit.

Note 2 - Excess of Expense over Budget

P.A. 621 of 1978, Section 18(1), as amended, requires the adoption of a balanced budget for the General Fund, as well as budget amendments as needed to prevent actual expenditures from exceeding those amounts appropriated.

During the year ended March 31, 2005, the Township incurred expenses in excess of the amounts appropriated. Where applicable these instances have been noted in the "Variance" column as (Unfavorable).

Note 3 - Interfund Receivables and Pavables

The amounts of interfund receivables and payables on March 31, 2005 are as follows:

Interfund Receivables:	
General Fund	\$4,416
Total	\$4,416
Interfund Payables:	
Building Inspection Fund	732
Property Tax Collection Fund	3,684
Total	\$4.416

Note 4 - Cash and Cash Equivalents

The Township's deposits are in compliance with statutory authority. The Governmental Accounting Standards Board (GASB) Statement No. 3, risk disclosures for the Township's cash deposits are as follows:

	Carrying	Bank
<u>Deposits</u>	Amount	Balance
Insured (FDIC)	\$443,425	S442,653
Uninsured	484,709	471,668
Total	\$928,134	\$914,321

In accordance with GASB Statement No. 3, investments are normally classified into three categories of credit risk. The nature of mutual funds, bond funds, and investment pools does not allow for risk categorizations, which is in accordance with GASB Statement No. 3.

	Carrying	Market
Investment Type	Amount	Value
Non risk-Categorized		
Certificates of Deposit	S315,028	\$315,028

These investments comply with PA 20 of 1943, as amended (MCL 129.91)

Note 5 - Changes in General Fixed Assets

A summary of changes in general fixed assets follows:

	Balance			Balance
	April 1, 2003	Additions	Deletions	March 31, 2004
Land	S32,208	\$0	\$0	\$32,208
Buildings	234,779	0	. 0	234,779
Equipment &			·	
Furniture	326,810	39,061	0	365,871
Total	\$593,797	\$39,061	\$0	\$632,858

Note 6 - Capitalized Lease

On February 14, 1978 Whitney Township entered into a lease with the Whitney Township Building Authority for the lease of the Township Hall. The township hall was completed during the fiscal year 1979-1980. The annual lease payment is equal to the debt service requirement of the Building Authority. Upon full payment of all principal and interest requirement, the Building Authority will convey title to the Township.

The total cost of the township hall, which amounted to \$216,037, is reported in the General Fixed Asset Account Group. No depreciation is provided.

The minimum lease payments are recorded in the Long-Term Debt Account Group. A schedule of the minimum lease payments is detailed as follows:

<u>Fiscal Year</u>	Lease Payments
2005-06	\$8,350
2006-07	8,000
2007-08	7,650
2008-09	6,300
Net minimum lease payments	30,300
Less: Amount representing	
Interest	(3,300)
Present Value of Net Minimum	
Lease Payable	\$27,000

Note 7 - Changes in Long-Term Debt

The following is a summary of changes in long-term debt of the year ended March 31, 2005:

	General	
	Obligation	
Capitalized Lease Payable April 1, 20004	\$54,000	
Lease payments	(27,000)	
Capitalized Lease Payable March 31, 2005	\$27,000	

Note 8 - Retirement Plan

The Township adopted a defined contribution pension plan covering substantially all its employees, effective July 1, 1992. The pension expense for 2003-04 was based on 7.5% of compensation. The plan is being operated through the Travelors Insurance Company with benefits fully vested from date of deposit.

Note 9 - Risk Management

The Township is exposed to various risks of loss related to property loss, torts, errors and omissions, and employee injuries. The Township has purchased commercial insurance for physical damage (building and contents) and medical benefit claims. Settled claims for the commercial insurance have not exceeded the amount of insurance in any of the past three fiscal years.

Note 10 - Totals (Memorandum Only)

The total column on the Combined Statements is captioned Memorandum Only to indicate that it is presented only to facilitate financial analysis. Data in this column does not present financial position, results of operations, or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund elimination's have not been made on the aggregate of this data.

<u>Combining Balance Sheet - All Special Revenue Funds</u> March 31, 2005

Assets	Fire Fund	Gypsy Moth Fund	Mosquito Control Fund
Cash - Checking & Savings	\$100,830	\$124,481	\$77,305
Delinquent Taxes Receivable	3,313	1,588	4,971
Due from Other Funds		-	-
Total Assets	\$104,143	\$126,069	\$82,276
Liabilities & Fund Equity Liabilities: Accounts Payable Due to Individuals Due to Other Funds	\$112 -	-	124
Total Liabilities	112	0	124
Fund Equity: Fund Balance			
Unreserved	104,031	126,069	82,152
Total Fund Equity	104,031	126,069	82,152
Total Liabilities & Fund Equity	<u>\$104,143</u>	\$126,069	\$82,276

Building Inspection Fund	Totals
\$10,100	\$312,716 9,872 0
\$10,100	\$322,588
8,965 732 9,697	\$236 8,965 732 9,933
403	312,655 312,655
\$10,100	\$322,588

Combining Statement of Revenues, Expenditures and Changes in Fund Balance All Special Revenue Funds For the Year Ended March 31, 2005

	Time.	Gypsy	Mosquito
	Fire	Moth	Control
_	Fund	Fund	Fund
Revenues:			
Taxes	\$55,276	\$26,498	\$82,935
Licenses & Permits	-	-	-
Charges for Services	472	-	-
Interest on Investments	262	893	<u> </u>
Total Revenues	56,010	27,391	82,935
Expenditures:			
Fire Protection	17,891	-	-
Conservation of Natural Resources	-	144	783
Building Inspection	-	-	-
Capital Outlay	38,711	-	-
Total Expenditures	56,602	144	783
Excess of Revenues Over (Under) Expenditures	(592)	27,247	82,152
Other Financing Sources (Uses):			
Operating Transfers In (Out)	-	-	-
Excess of Revenues and Other Sources			
Over (Under) Expenditures and Other Uses	(592)	27,247	82,152
Fund Balance, April 1, 2004	104,623	98,822	-
Fund Balance, March 31, 2005	\$104,031	\$126,069	\$82,152

	Building	
T	nspection	-

245	
Inspection	
Fund	Totals
-	\$164,709
10,912	10,912
-	472
18	1,173
10,930	177,266
_	17,891
_	927
9,946	9,946
	38,711
9,946	67,475
984	109,791
	,
(732)	(732)
252	109,059
151	202 504
151	203,596
\$403	S312,655

<u>Statement of Changes in Assets and Liabilities-All Agency Funds</u> March 31, 2005

PROPERTY TAX COLLECTION FUND	Balance			Balance
	April 1, 2004	Additions	Deductions	March 31, 2005
<u>Assets</u>				
Cash - Checking & Savings	\$5,522		(\$1,817,781)	\$3,684
Total Assets	\$5,522	<u>\$1,815,943</u>	(\$1,817,781)	\$3,684
<u>Liabilities</u>				
Due to Other Governmental Units	\$0	\$1,557,346	(S1,557,346)	\$0
Due to Individuals	0	5,855	(5,855)	0
Due to Other Funds	5,522	252,742	(254,580)	3,684
Total Liabilities	\$5,522	\$1,815,943	(\$1,817,781)	\$3,684
TOTALS - ALL AGENCY FUNDS Assets	Balance April 1, 2004	Additions	Deductions	Balance March 31, 2005
Cash - Checking & Savings	\$5,522	\$1,815,943	(\$1,817,781)	\$3,684
Total Assets	S5,522	\$1,815,943	(\$1,817,781)	\$3,684
Liabilities				
Due to Other Governmental Units	\$0	\$1,557,346	(\$1,557,346)	\$0
Due to Individuals	0	5,855	(5,855)	0
Due to Other Funds	5,522	252,742	(254,580)	3,684
Total Liabilities	\$5,522	\$1,815,943	(\$1,817,781)	\$3,684

Kenneth B. Cook, CPA, PC

Certified Public Accountant

438 Lake Street, P.O. Box 127 Tawas City, MJ 48764 Phone: (989) 362-4412 Fax: (989) 362-5171

July 10, 2005



Members of the Township Board Township of Whitney Arenac County, Michigan

In the planning and performing of my audit of the general purposed financial statements of the Township of Whitney, for the year ended March 31, 2005, I considered its internal control structure in order to determine my auditing procedures for the purpose of expressing my opinion on the financial statement and not to provide assurance on the internal control structure. However, I noted certain matters involving the internal control structure and its operation that I consider to be reportable conditions under standards established by the American Institute of Certified Public Accountants.

Reportable conditions involve matters coming to my attention relating to significant deficiencies in the design or operation of the internal control structure that, in our judgment, could adversely affect the Township of Whitney's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements.

A material weakness is a reportable condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that error or irregularities in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

My consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses as defined above. I noted no matters involving the internal control structure and its operation that I consider to be a material weakness as defined above. Items of lesser importance and comments on certain items for information purposes only follow.

This report is intended solely for the use of management and the Michigan Department of Treasury. This restriction is not intended to limit the distribution of this report which, upon acceptance by the Board, is a matter of public record.

Separation of Duties:

Due to the small staffing at Whitney Township, it is impossible to have different individuals perform bank reconciliation's, bank deposits and collection of cash to better segregate duties. This will be an ongoing internal control weakness until the township employs assistants and separation of duties.

Cook, CPA, PC